

MS NHA - Login/Profile Screen 1

Begin the login process by clicking the Login button at the bottom of the menu.



Mississippi State Board of
Nursing Home Administrators

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Today is: Monday, January 12, 2015

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The Mississippi State Board of Nursing Home Administrators was established in July 1972 (Mississippi Code of 1972, Chapter 17) with the mission being regulation of nursing home administrators.

The two major programs administered by the Board are:
1) Pre-licensure / Examination; and 2) Licensure and Regulatory.

**IMPORTANT NOTICE: See "News" link for recent changes to license renewal policies.
See "Fee Schedule" for updates.**

- Rules and Regulations
- Board Members/Staff
- License Requirements
- Applications
- News
- Preceptors
- Continuing Education
- Forms
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- Links
- License Verification
- Board Members Login
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MS NHA - Login/Profile Screen 2

Select your license type (Administrator or AIT) and you will be taken to the proper login screen.



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If you are an administrator or AIT you can login and make updates to your information. You can also renew your license if all your requirements are current.

Click here for information on how to renew online. [Login Instructions](#)

Select License Type ▾

MS NHA - Login/Profile Screen 3

On this screen you will enter your email address and password. If you don't know your password click "I don't remember my password." You will be taken to a screen to enter your email address, then your password will be emailed to you. The login email is your personal email. If you don't know this email you will need to contact the board at 601.362.6914.



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Administrator Login

Email :

Password :

 [I don't remember my password.](#)

 By entering data into this web site your are agreeing to abide by the operating rules of the Mississippi State Board of Nursing Home Administrators and certifying that all information is accurate and correct to the best of your knowledge and belief.

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If this is your first time to log in you will be required to change your temporary password. Enter your Social Security Number to confirm your identity and then a new password to continue the sign in process.



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Update Password for

You need to change your temporary password.

Social Security No.

Enter New Password:

Confirm Password

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When you complete the login process you will be taken to your profile. You will be able to update certain information and view other information that only the board can change. (1) There is also a series of tabs to subdivide your information into logical groups. (2) If you have met all requirements for online renewal there will be a Renew License button in the upper right section of your profile.

Today is: Tuesday, January 13, 2015

License No.:

Last Name:
Contact the NHA board to change your last name.

First:

Middle or MI:

Title: Maiden:

SSN:

DOB:

Waiver to release home address signed

Choose File | No file chosen

Drive License Number:

Save Changes | Logout | [Send Email to Board]

Renew License

Password:

Employment Status: Administrator
If other Explain:
Employment Date: 2015-01-08

General Registration | Education | Notes and History | Audits and Fines | Complaints | Payments | Online Payments

Tab - General Registration

Address information, Second Facility information and License status information is displayed on this tab. You may update your home address and the Non-Facility Business Address if you are a Regional Administrator. If your facility address changes, you must notify the board of the change through the (1) Facility Change Form which can be submitted online or paper.

General Registration
Education
Notes and History
Audits and Fines
Complaints
Payments
Online Payments

General Registration

Home Address

Facility Address

Address

Address 2

City, St Zip Mississippi

Phone Cell Phone

Email (Login)

Business Email

Facility Address

Address

Address 2

City, St Zip

Phone

Email

County

Non-Facility Business Address

Name

Address

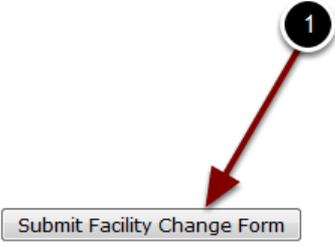
City, St Zip Mississippi

Phone

Fax

Registration Information

Type	Status	Discipline Taken
Lic. Endorsement	Active	No
Issue Date	Expiration Date	
2015-01-05	2015-01-31	
		Lapsed: 2015-01-06
		Reinstated: 2015-01-13



Submit Facility Change Form

Tab - Education

This tab displays your NAB and State Test information. You may also view your current and historical CEUs that have been posted to the system. If you feel that the number of CEU taken is not up to date, **and you have given the board ample time to receive and post your information**, you should contact the board.

General Registration | **Education** | Notes and History | Audits and Fines | Complaints | Payments | Online Payments

Education

Education Information

Graduation Yr.
Graduation State:
Type of Degree

CE Hours Required: 40 Taken: 40
[View Current CEU Hrs](#)
[CEU History](#)

NAB Test
Form No:
Date: 2002-03-14
Score: 127
Pass: Yes No

State Test
Form No: A
Date: 2012-04-26
Score: 90
Pass: Yes No

View CEUs

Below is an example of how your CEUs will be displayed. The course date for CEU that were entered prior to the conversion to the new system are shown as 2014-06-30.

Today is: Monday, January 12, 2015

Your CEUs for current renewal date: 2015-06-30 [Return to Profile](#) [\[Send Email to Board\]](#)

Courses taken between 7/1/2013 and 6/30/2015

Program Name	Date	Approved Sponsor	Distant Learning	Hours
Help me now	2014-10-23	AB Training	Yes	6
Children in Foster Care	2014-10-23	AB Training	Yes	4
Families in Conflict	2014-10-23	AB Training	No	12
Be good 2	2014-11-19	AB training	No	18
Distant Learning Hours summary			Total Hours	40

Distant Learning 10 hrs. **MAXIMUM**

Tab - Notes and History

This tab currently contains your facility history that is in the system. If you feel this needs to be updated, you may contact the board.

Facility History	Name	Start Date	End Date
	Courtyards Community Living Center	2015-01-09	

Tab - Audits and Fines

If there are ever any audits done or fines issued they will be displayed on this tab. Fines may be paid online from this tab.

Date	Document	Description
No audits are currently in the system.		

Fines (Paid fines are lined through)			
Issue Date	Paid Date	Amount	Description
2014-11-19		\$ 50	

[Pay Fines](#)

Tab - Complaints

Any complaints that have been filed against you will be shown on this tab.

General Registration Education Notes and History Audits and Fines **Complaints** Payments Online Payments

Complaints

Complaint Number: 2014-1	Open Date: 2014-06-19	Effective Date:	Closed Date:
Violation:			
Disciplinary Action:			
Complaint Number: 2014-2	Open Date: 2014-06-21	Effective Date:	Closed Date:
Violation:			
Disciplinary Action:			

Tab - Payments

Going forward all payment you make will be shown on this tab.

General Registration Education Notes and History Audits and Fines Complaints **Payments** Online Payments

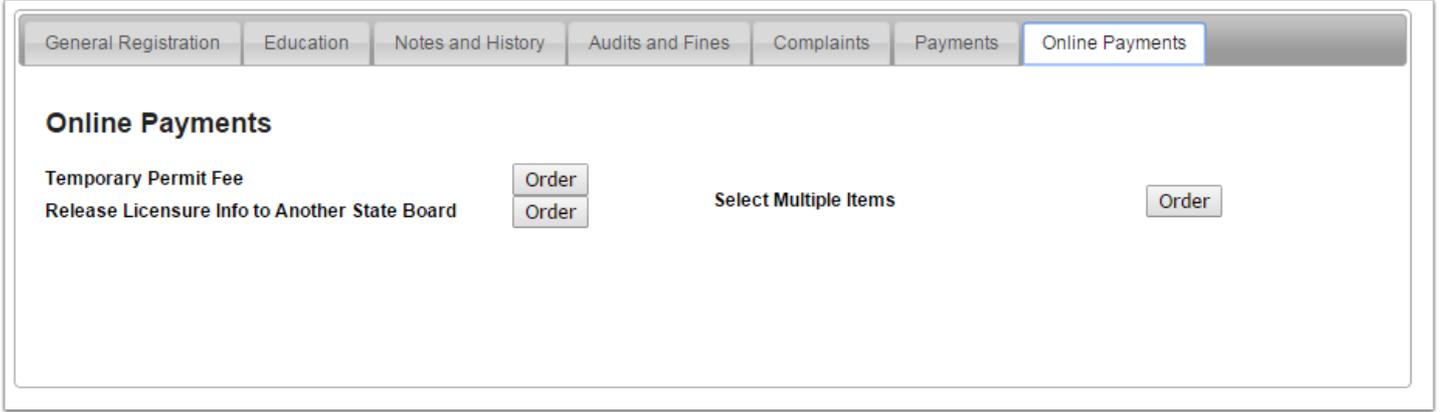
Payments

There were no payments found for this person.

Tab - Online Payments

Specific online payments and orders may be initiated from this tab. More options will be added in the future.

One example: If your license becomes lapsed, after you have filed the Reinstatement Application and paid that fee and the board has approved your reinstatement, you may pay the License Reinstatement Fee online from this tab.



The screenshot shows a web application interface with a navigation bar at the top. The navigation bar contains several tabs: 'General Registration', 'Education', 'Notes and History', 'Audits and Fines', 'Complaints', 'Payments', and 'Online Payments'. The 'Online Payments' tab is currently selected and highlighted with a blue border. Below the navigation bar, the main content area is titled 'Online Payments'. Under this title, there are three items listed, each with an 'Order' button to its right:

- Temporary Permit Fee
- Release Licensure Info to Another State Board
- Select Multiple Items